### DEGREES & CERTIFICATES COMMITTEE MINUTES

A Standing Committee of the Education Advisory Committee – MINUTES

January 16, 2019 – 2pm to 4pm  
Sylvania, CC Conference Room 2333B

<table>
<thead>
<tr>
<th>Committee – Voting Members ✓</th>
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<tbody>
<tr>
<td>✓ Kristin Bryant ✓ Dana Fuller ✓ Don Ritchie</td>
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<tr>
<td>✓ Laurie Chadwick ✓ Amanda Gallo ✓ Cheryl Scott</td>
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<tr>
<td>✓ Dorina Cornea-Hasegan ✓ Jaime Heberlein Irene Seto</td>
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<tr>
<td>✓ Meredith Farkas Alissa Leavitt - Sabbatical ✓ Stacie Williams</td>
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<td>✓ Beth Fitzgerald ✓ Elizabeth McGlasson</td>
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<td>✓ Wendy Fresh ✓ Eriks Puris (Chair)</td>
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<thead>
<tr>
<th>Committee Support – Non-Voting Members ✓</th>
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<tr>
<td>✓ Joshua Andersen ✓ Sally Earll ✓ Cong Nguyen</td>
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<tr>
<td>✓ Emily Biskey ✓ Anne Haberkern ✓ Susan Wilson</td>
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<td>✓ Kendra Cawley ✓ Joy Killgore</td>
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<td>Ryan Clark Jessica Morfin</td>
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<tr>
<th>Guests</th>
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<tbody>
<tr>
<td>Jan Abushakrah (GRN)</td>
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<td>Dawn Coakes (RAD)</td>
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OLD BUSINESS:
All items can be viewed in CourseLeaf, which can be accessed through your MyPCC account.

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<tr>
<th>Degree/Certificate Title</th>
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<th>Recommended w/amendments</th>
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<tbody>
<tr>
<td>1. AAS-RAD: Radiography AAS Degree</td>
<td>✔</td>
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<td>Represented by Dawn Coakes &amp; Patti Winters</td>
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<td>Represented by Tanya Mead</td>
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<td>2. AAS-MSA: Music and Sonic Arts AAS Degree</td>
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<td>Represented by Sarah Gaskins</td>
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<tr>
<td>3. ACERTP-MSAC: Music and Sonic Arts Less Than One-Year Career Pathway Certificate</td>
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<td>4. AAS-GREN: Gerontology AAS Degree</td>
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<tr>
<td>6. ACERTP-GRAB: Advanced Behavioral and Cognitive Care Less Than One-Year Career Pathway Certificate</td>
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CONSENT AGENDA ITEMS:
These items do not require committee recommendation.
All items can be viewed in CourseLeaf, which can be accessed through your MyPCC account.

ELECTV-GRN01: Gerontology Program Electives
ELECTV-MM01: Multimedia Program Electives
ELECTV-MM03: Video Production Certificate Electives
ELECTV-PL01: Paralegal Program Electives
Notes:

Updates – Kendra

- General Education revision: A new ad hoc committee is being formed called GEARS (General Education Assessment Review Subcommittee). GEARS would be a subset of the Curriculum Committee and would be comprised of faculty from the LAC, the CC, the DAC, from each of the four DSACs, and from CTE.
- GEARS would determine the criteria for qualifying a course for Gen Ed and Cultural Literacy designation
  - What will the process look like: timeline/approval/impact on outcomes?
  - GEARS would be part of the course approval process
  - In the future, how will Gen Ed courses be monitored and maintained once this first revision process is complete?

Old Business –

REVISION: AAS-RAD: Radiography AAS Degree

- To be in compliance with accreditation agencies and new credit requirements, the program reduced its total number of credits from 119 to 109.5
- However, the state will still not approve 109.5 total credits – RAD needs to reduce the total by 1.5 to 108 credits for state approval; RAD will revise some courses
- Committee postponed recommendation until next meeting

New Business –

REVISION: AAS-EDPA: Paraeducator AAS Degree

- The program revisited their outcomes because a Program Review is scheduled for later this year
  - Many outcomes were old and duplicated so the program cleaned them up
  - The college’s core outcomes had been included in all the program outcomes because “the program itself is about education”
  - Only outcomes 1 and 3 have the core outcome designation of Professional Competence
- Program electives were reordered and relisted
- The 1 year certificate is embedded in the 2 year AAS degree

REVISION: AAS-MSA: Music and Sonic Arts AAS Degree

- Historically, students had to choose from a broad array of courses on several elective lists to fulfill credit requirements; the decision was made to reshape the curriculum more intentionally by program expectations
- Several courses and many elective lists were removed, replacing a few with “or” options
- Total number of credits was reduced from 91 to 90 credits
- MSA is trying to create more culturally responsive teaching practices and courses and to embed them into the program curriculum
• PSU plans to map PCC’s MUS courses that are required for their new BS in Music and Sonic Arts Degree
• MUC 218 was listed in multiple terms with differing numbers of credits
  o MSA noted that MUC 218 does not belong in the 2nd or 3rd term of study – this subtracted 2 credits from total
  o MUC 218 does belong in the 6th term of study but was inaccurately listed as 2 credits; MUC 218 is a 4 credit course and this added 2 credits to total, so the revised total of credits is correct at 90 credits

**REVISION: ACERTP-MSAC: Music and Sonic Arts Less Than One-Year Career Pathway Certificate**
• The changes made to the AAS-MSA program required changes to the certificate because the certificate is stackable and matches the 1st year of study for the AAS
• Total number of credits was reduced from 44 to 43 credits

**REVISION: AAS-GREN: Gerontology AAS Degree**
• AD 105 was removed since it is offered only once a year; WR 121 was removed since it is already required by state for the AAS
• Increased the total number of program electives to 39
• Removed the word “effectively” from outcome 1

**REVISION: ACERTP-EOL: End of Life Less Than One-Year Career Pathway Certificate**
• GRN 131 was removed as a requirement because it is considered non-traditional credit
• Total number of credits was reduced from 37 to 36

**REVISION: ACERTP-GRAB: Advanced Behavioral and Cognitive Care Less Than One-Year Career Pathway Certificate**
• AD 105 was removed to reflect the changes in the AAS and GRN 177 was removed – a 4 credit reduction
• Added PSY 236 for 4 credits
• The committee discussed the wording of outcome 1, centering on “Work effectively”, and inquired about how it was being assessed
  o SAC defended the wording, pointing out that the practicum is the primary method of assessing this
  o It was noted that program outcomes are on a Degree and Certificate level and are not as strict as at the course curriculum level
• Added a period at the end of each outcome

*Consent Agenda Items –*
• Approved

*Awards –*
• N/A
Policies –

- **A106-Associate Degrees – Comprehensive Requirements – update on approval process: Eriks Puris**
  - Last January the DAC proposed a change to limit the number of independent course credits that can be used to meet associate degree requirements; this proposal is still in the approval process and will hopefully be in the DAC approval queue in time for next month’s meeting.
  - Kendra recommends everyone to look at it when it shows up the queue, as there have been some additional changes made to A106 during the approval process.

- **A102-Associate Degree Requirement – Associate of Applied Science Degree (AAS): Eriks Puris**
  - Implementation is set for Fall 2020.
  - A full update is slated for the DAC’s February meeting.

Discussion Items –

- **EAC Report: Eriks Puris**
  - During the last meeting, the council passed the revised student code of conduct policy.
  - Structure and Membership Task Force has split into an internal research group and an external research group.
    - Task force will report out at the next meeting.

- **DOI Report: Cheryl Scott**
  - Cheryl recommends that everyone attend a budget forum if they can.
  - An online version of the presentation is available online on the Budget page of Financial Services or [https://intranet.pcc.edu/departments/finance/documents/January2019BudgetForum.pdf](https://intranet.pcc.edu/departments/finance/documents/January2019BudgetForum.pdf)

- **Guide Pathways Team Update: Eriks Puris**
  - Team’s 3rd meeting will take place Friday, 1/18.
  - PCC is moving towards a Guided Pathway model.
  - Each SAC will be tasked with creating a guided pathway for a degree at PSU.

- **DAC Chair Transition Update: Eriks Puris**
  - DAC chair is currently on a 3 year rotation basis and the committee should consider if this process still appropriately meets the committee’s needs.
  - Eriks is stepping down at the end of 2018-2019 academic year.
  - Beth Fitzgerald will co-chair beginning spring of 2019 and will take over as chair beginning fall of 2019.

- **Style Guide:**
N/A